

CONCORD POLICE DEPARTMENT
CONCORD, NEW HAMPSHIRE

Bradley C. Osgood
Chief of Police



Annual Report
FY 2016

Table of Contents

<u>Section</u>	<u>Page</u>
Mission and Vision Statements	3
Message from Chief Bradley C. Osgood	4
Table of Organization The table of organization details the organizational structure of the Department.	5
Service Indicators This table includes the statistical performance of the Department in certain areas identified as important measurements of service to the community.	6
2016 Goals These are the Department's strategic goals for the upcoming fiscal year.	6
2015 Goals and Status Report This report identifies our 2014 goals and our performance relating to them.	7
Revenue/Appropriation Summary This includes a summary of the Department's budgeted appropriations and revenues.	10
Personnel Summary	11

MISSION STATEMENT

The mission of the Concord Police Department is to protect life and property, maintain order and attempt to resolve the community's needs by coordinating the required resources.



VISION STATEMENT

The success of the Concord Police Department is dependent on a shared vision. In order to create an environment in which our employees are proud to work, it is vital that we encourage open communication, individual responsibility, cooperation and respect among the various divisions within the department.

Through this positive interaction we will uphold and promote the essence of Esprit De Corps.

- We will strive to be a highly regarded professional organization
- We will forge a partnership with the community through trust, honesty and integrity.
- We will respect the rights and dignity of all individuals.

Through a process of continuous improvement we will plan for a future enhanced by technology, education and training, remaining open to new ideas and concepts in law enforcement.



City of Concord, New Hampshire

POLICE DEPARTMENT

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Bradley C. Osgood
Chief of Police

October 28, 2016

I am pleased to present the Fiscal Year 2016 Concord Police Department Annual Report for review.

Our intention with this report is to provide an overview of the Department and the significant Department events that occurred during FY16. Also included are the FY17 Budget goals and our performance related to those goals, and a summary financial report of the FY17 Police Budget. It is our hope that this report will be of assistance to those reviewing it.

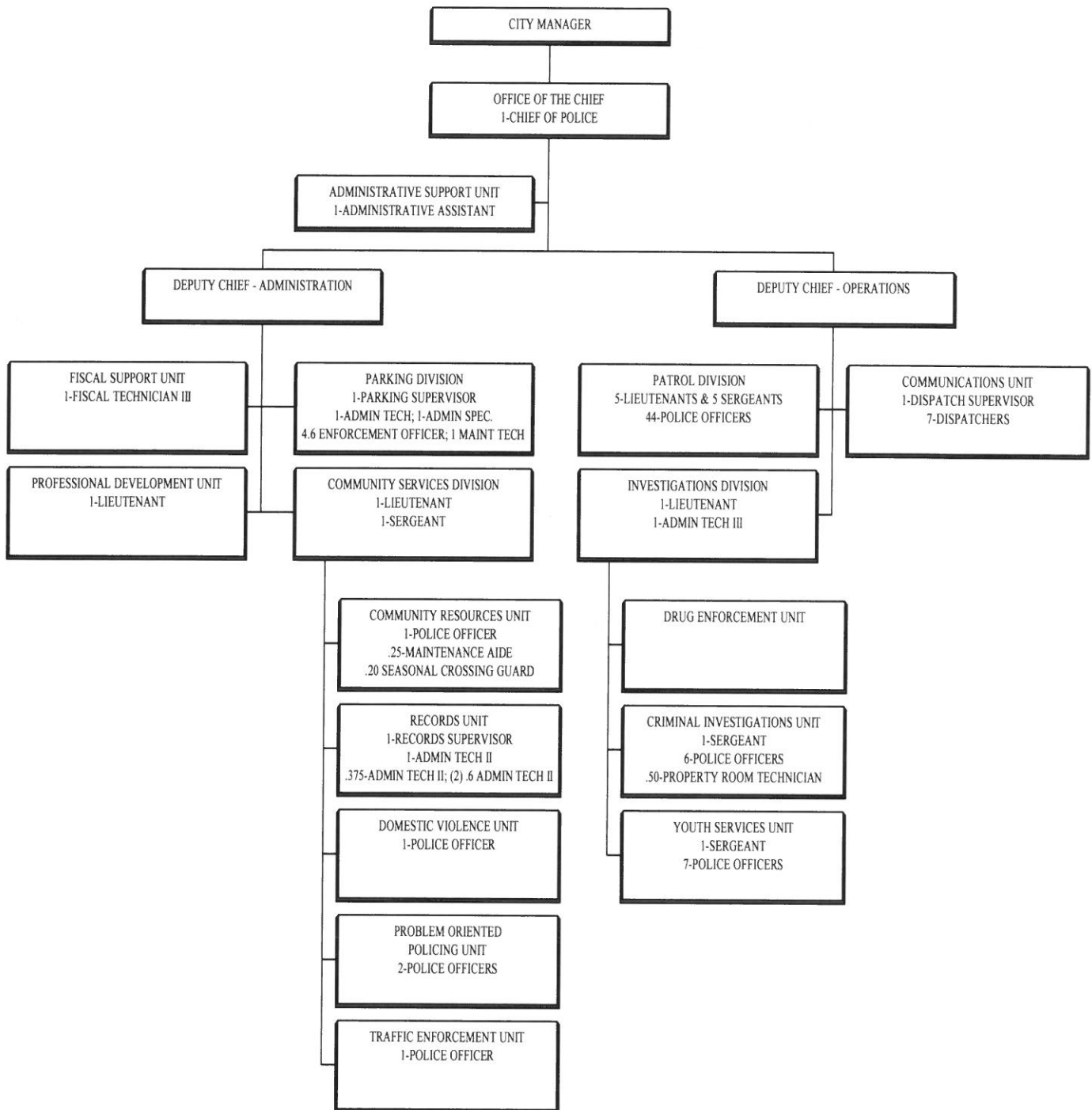
The men and women of the Concord Police Department work very hard to provide quality police services to this community. Their commitment to excellence is expected by the citizens of Concord and as a result, the city continues to be a safe place to live, work and visit. I am proud of our performance and look forward to serving this community in the year ahead.

Thank you for your interest in our organization and I welcome any questions or comments regarding our Department.

Sincerely,

Bradley C. Osgood
Chief of Police

**POLICE DEPARTMENT
TABLE OF ORGANIZATION**



CORE RESPONSIBILITIES

1. The Bureau of Operations, which consists of the following three Divisions:
 - a) Patrol Division: Performs day to day police functions which include responding to calls for service, traffic enforcement, criminal investigation, and community policing initiatives.
 - b) Investigations Division: Investigates major crimes, drug investigations, and juvenile offenses.
 - c) Communications Division: Receives information via various mediums and subsequently dispatches the information to officers in the field. Coordinates the dissemination and retention of criminal history and motor vehicle records.
2. The Bureau of Administration oversees all of the fiscal functions and responsibilities of the Department, as well as the in-service training of Department personnel and recruitment of new officers. The Bureau of Administration also maintains police records and oversees Department equipment, vehicles, and facilities.

<u>SERVICE INDICATORS</u>	<u>Actual 2014</u>	<u>Actual 2015</u>	<u>Actual 2016</u>	<u>Estimated 2017</u>
1. Total Calls for Service	56,524	58,181	53,216	53,000
2. Total State Reportable Traffic Accidents	1,113	1,214	1,247	1,200
3. Total Traffic Fatalities	1	1	2	1
4. Total Traffic Summonses Issued	3,992	4,371	3,698	3,600
5. Total DWI Arrests	161	137	156	150
6. Total Domestic Violence Related Arrests	310	323	241	260
7. Drug Abuse Violations (Persons Arrested)	235	234	331	350
8. Total Part I Violent Crime Arrests ¹	43	51	42	45
9. Total Custodial Arrests	2,716	2,926	2,746	2,750

¹ Part I Violent Crime include: Murder, Rape, Robbery and Aggravated Assault

FY 2017 GOALS

1. Continue to implement strategies to augment the Department's efforts in combatting illegal drug use in the community. Coordinate Departmental efforts with other stakeholders including federal, state, and local law enforcement agencies, service providers, and the court system.
2. Creatively foster positive community engagement designed to further the relationship of the Department with the community and also address community related concerns. Continue efforts to improve the communication and level of cooperation with the community to improve quality of life issues facing the City, as well as to deter criminal activity.

3. Maintain a comprehensive, data driven, city-wide traffic enforcement plan and integrate new strategies and alternate resources as necessary to make the streets of Concord safer for motorists, pedestrians, and bicyclists.
4. Seek to attain staffing levels of at least 95% of authorized sworn positions. Implement strategies to increase police officer recruitment efforts including the use of social media and other innovative methods of creating interest in the Department for prospective candidates.
5. Continue efforts to identify and implement creative strategies designed to address homelessness within the City from a policing perspective. These strategies should work collaboratively with the efforts of community organizations, as well as other municipal and state agencies, to address issues surrounding homelessness in the community.

FY 2016 GOALS STATUS

1. Maintain a comprehensive, data driven, city-wide traffic enforcement plan and integrate new strategies and alternate resources as necessary to make the streets of Concord safer for motorists, pedestrians, and bicyclists.

Status: During FY 2016 the Department issued 3,707 citations and 11,789 written warnings. The department proactively utilized its motorcycle unit during the summer months to help ensure safe operating behaviors by the motoring public through the enforcement of motor vehicle infractions. Additionally, the Department utilized funding provided by the New Hampshire Highway Safety Agency to conduct focused patrols on Loudon Rd. for aggressive driving, downtown for pedestrian and bicycle safety, as well as impaired driving patrols throughout the City. The Department will continue to seek out grant opportunities to augment the Department's efforts to keep the roadways of Concord safe for motorists, bicyclists, and pedestrians.

Over the course of FY 2016 the Department issued 2,258 citations for hazardous moving violations as well as 6,618 written warnings for hazardous moving violations. The Department also arrested 156 impaired drivers. Members of the Department actively participate on the City's Traffic Operations Committee and utilize analysis of crash data to identify those areas in the City which may require enhanced enforcement activity.

2. Provide training and educational opportunities for Department personnel in handling calls for service involving individuals in mental health crisis. Coordinate the efforts of the Department and, in particular, the Crisis Intervention Team, with other mental health providers and stakeholders in the community and develop strategies in handling calls for service involving individuals in mental health crisis.

Status: The Department continues to handle calls for service involving individuals suffering from mental health crisis and we will continue to seek various training opportunities for our staff. All of the Department's Crisis Intervention Team members have received ongoing training in handling individuals in mental health crisis and are available to assist with calls for service which may be best served utilizing this enhanced training. The Department continues to work with Riverbend during their implementation of a mobile crisis intervention team. The Department is assisting Riverbend in establishing procedures and protocols regarding when to enlist the assistance of their mobile crisis

team. Riverbend has also established temporary housing for those dealing with mental health crisis as an alternative to having to house individuals at the Concord Hospital. Riverbend has moved into their new facility on West St. and the Department has conducted an active shooter training seminar for all Riverbend employees and conducted a security assessment on the new location.

3. Work collaboratively with community organizations, as well as other municipal and state agencies, to address issues surrounding homelessness in the community. Implement and utilize creative strategies to address the policing of homelessness while prioritizing the interests of both the community and homeless individuals.

Status: Over the course of the past summer, with the assistance of the Department's POP Unit, many of the homeless population and their locations have been identified. The Department has worked with the Homeless Coalition to come up with an action plan to assist those that are in desperate need of shelter. The Department collaborated with several community organizations to assist in opening a temporary homeless shelter during the winter months. With the cooperation of numerous stakeholders including the Concord Coalition to End Homelessness, the Friends Program, the Open Hands Resource Center, and Christ the King Parish, the temporary shelter was set up at St. Peter's Parish on N State St. The Department periodically provided a police presence during the hours the shelter was open and also when it closed in order to negate any issues with the neighborhood children awaiting their school bus in the morning and help address any other concerns that neighbors to the shelter may have. Members of the Department attend monthly meetings put on by the Concord Coalition to End Homelessness and offer input from a policing perspective on issues involving homelessness in the City.

4. Develop and implement strategies to compliment the Department's efforts to combat illegal drug use in the community. Identify priorities based on current illegal drug trends and coordinate resources that tailor the Department's response to address the issue.

Status: During FY 2016 the Department installed a prescription drug drop box in the lobby of the police department. This drug drop box allows people to drop off their unused or unwanted prescription medications that otherwise could be available for abuse or unauthorized consumption. The Department also put into place detailed policies regarding the operation of the drop box and destruction of its contents. Since its placement in November of 2015, 278.5 pounds of prescription drugs have been turned in by members of the community.

In response to the illegal drug issues facing the City, the Department has also been able to add an additional officer to the Drug Enforcement Unit. This officer began his assignment to the Unit in January of 2016. The primary role of this unit is to combat the illegal use and sale of illegal drugs within the city, and those assigned to the Unit have specialized training and equipment to achieve this goal. The Department is also preparing to take part in a feasibility study with state and county agencies to determine the implementation of a Drug Court for Merrimack County. During FY 2016 the Department has made 331 illegal drug arrests. By comparison, during the same period last year the Department made 234 illegal drug arrests.

5. Institute community policing strategies designed to foster positive interaction with the community and address community related concerns. Seek to improve the communication and level of cooperation

with the community to improve quality of life issues facing the City, as well as to deter criminal activity.

Status: During FY2016 the Department has implemented a host of initiatives designed to foster positive community interaction and address the concerns of the community. The Department has conducted six “Coffee With a Cop” events throughout the city, during which members of the community can interact with Department members in a friendly environment and engage in conversations regarding concerns and issues, or just get to know the members of the Department. The Department also stayed active in the community with the use of the Bicycle Unit and Motorcycle Units. Members of the Department participated in multiple “Lunch with a Cop” and “Police Readers” events throughout the schools in both the Concord School District and Merrimack Valley School District. The department continues to stay focused on conducting foot patrols throughout neighborhoods and business areas to engage citizens and visitors of the city in a personal manner.

The Department has also sponsored four Rape Aggression Defense (R.A.D.) courses. R.A.D. is a comprehensive course for women that stresses awareness, prevention, risk reduction and avoidance, while progressing on to the basics of hands-on defense training. The R.A.D. System is dedicated to teaching women defensive concepts and techniques against various types of assault.

Due to the trend of mass shootings occurring in businesses and schools throughout the country the Department has also been offering active shooter training seminars. The department has conducted active shooter trainings for City personnel, businesses, and civic groups. These seminars have been very well received by those in attendance.

This is the first complete year that the Department’s Community Services Division has been in place and significant positive feedback has been received by members of the community regarding the activities of the division. It is the Department’s intent to foster the growth and outreach of this Division to further the level of community engagement with members of the Department.

POLICE

BUDGET DETAIL

	2014 Actual	2015 Actual	2016 Budgeted	2016 Estimated	2017 Budget
Revenue					
PD Licenses and Permits	\$7,398	\$6,655	\$8,000	\$7,000	\$8,000
Drug Forfeiture/Restitution	\$22,985	\$16,461	\$7,130	\$12,000	\$11,000
Drug Unit OT Reimbursement	(\$226)	\$0	\$0	\$0	\$0
School District Payments	\$135,322	\$137,284	\$143,150	\$142,270	\$149,160
Reports, Prints and Copies	\$27,139	\$17,187	\$18,000	\$14,000	\$16,000
Cruiser Rental Fee	\$64,673	\$47,854	\$40,000	\$40,000	\$40,000
Police Patrol Services	\$4,018	\$6,260	\$4,650	\$4,700	\$4,650
Police Witness Fees	\$15,683	\$12,957	\$15,200	\$15,200	\$15,200
Special Police Duty Services	\$351,769	\$308,732	\$305,000	\$305,000	\$305,000
Non-Metered Parking Penalties	\$101,610	\$99,944	\$100,000	\$100,000	\$100,000
False Alarm Penalties	\$25,005	\$27,195	\$27,500	\$35,000	\$29,000
Miscellaneous	\$49,178	\$16,117	\$16,100	\$9,000	\$12,000
Transfer In-Trust/Capital Reserve	\$30,000	\$0	\$23,000	\$23,000	\$0
Total Revenue	\$834,554	\$696,646	\$707,730	\$707,170	\$690,010
Expense					
Compensation	\$6,749,216	\$6,874,657	\$6,937,671	\$6,977,025	\$7,170,401
Fringe Benefits	\$3,421,852	\$3,513,204	\$3,785,269	\$3,698,120	\$3,912,117
Outside Services	\$235,763	\$218,571	\$196,435	\$193,030	\$217,710
Supplies	\$191,798	\$215,154	\$199,320	\$173,250	\$187,300
Utilities	\$81,103	\$105,184	\$104,330	\$101,830	\$98,198
Insurance	\$127,208	\$147,695	\$155,500	\$155,494	\$161,790
Capital Outlay	\$164,794	\$48,628	\$23,000	\$23,000	\$0
Total Expense	\$10,971,735	\$11,123,092	\$11,401,525	\$11,321,749	\$11,747,516

<u>POSITION TITLE</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Chief	1.000	1.000	1.000	1.000
Deputy Chief	2.000	2.000	2.000	2.000
Lieutenant	8.000	8.000	8.000	8.000
Sergeant	9.000	9.000	9.000	9.000
Police Officer	64.000	64.000	64.000	*66.000
Records Supervisor	1.000	1.000	1.000	1.000
Adm. Specialist I	1.000	1.000	0.000	0.000
Adm. Technician III	0.000	0.000	+1.000	1.000
Adm. Assistant (Office of the Chief)	1.000	1.000	1.000	1.000
Fiscal Technician III	1.000	1.000	1.000	1.000
Adm. Technician II	1.000	1.000	1.000	1.000
Dispatch Supervisor	1.000	1.000	1.000	1.000
Police Dispatcher	<u>5.000</u>	<u>**7.000</u>	<u>7.000</u>	<u>7.000</u>
Subtotal Permanent Fulltime:	95.000	97.000	97.000	99.000
Property Room Technician	0.500	0.500	0.500	0.500
Crossing Guards (Summer-Loudon Rd/N. State St)	0.200	0.200	0.200	0.200
Maintenance Aides (temporary)	0.250	0.250	0.250	0.250
Adm. Technician II	1.575	1.575	1.575	1.575
Police Dispatcher	<u>1.550</u>	<u>**0.00</u>	<u>0.000</u>	<u>0.000</u>
Subtotal Part-time:	4.075	2.525	2.525	2.525
Department Grand Total – Funded Positions	99.075	99.525	99.525	101.525
Authorized but Unfunded Police Officer Positions	<u>0.000</u>	<u>0.000</u>	<u>0.000</u>	<u>0.000</u>
	99.075	99.525	99.525	101.525

* Two FT Police Officer positions added in FY17.

** Two part-time Police Dispatcher positions upgraded to full-time in FY 2014.

+ Criminal Support Admin Specialist I position reclassified as an Admin Technician III in FY 2016.